



CITY OF DOVER

TECHNICAL REVIEW – NOTES FILE: P10-02 &04

Application Type: **Site Plan Review & Conditional Use Permit**
Applicant(s): **Measured Progress**
Owner(s): **Dover Holding Corporation**
Location: **100 Education Way**
Date: **January 6, 2010**

INTENT:

Expansion of existing parking lot

LOTS/UNITS PROPOSED: 0 Lots

AGENDA ITEM #: 1

ACREAGE: 82.924 acres

ZONING DISTRICT:

Executive and Technology Park (ETP)

EXISTING LAND USE:

Office & Processing Center and parking lot

SURROUNDING LAND USE:

Executive Office & Single family homes

ZONING HISTORY:

Zoned ETP in 1987

ZBA ACTION: None

PERMITS REQUIRED:

Conditional Use Permit

WAIVERS REQUESTED: None

ATTENDANCE:

Steve Bird (Planner)

Dave White (Engineer)

Marn Speidel (Police Department)

Mike Raiche (Police Department)

Tom Clark (Building Official)

Rebecca Jalbert (Fire/Rescue)

Robert Kmetz (Measured Progress)

John Woodman (Measured Progress)

Jeff Kevan (TF Moran Inc)

Marcia Gasses (Planning Board)

Planning Comments:

- Add one way arrows to parking lot
- Install "Do not enter" sign
- Note #6: Please show the maximum lot coverage percentage.
- Note #18: Change Town to City; Change Department of Public Works to Community Services Department.
- Please provide plan references.
- Add common site plan notes #6, 10, 11, 13, 15, 23, 24, 26, 27 & 30.
- Show emergency connection to Liberty Mutual
- Please submit the following information:
 - Topography;
 - Wall detail which include height and material being used;
 - Existing Conditions Plan which includes existing catch basins and culverts;
 - Lighting Plan;
 - Landscaping Plan;
 - Erosion Sediment Control Plan.
 - Renewed/Amended Site Specific Permit
- Provide justification for parking
- Applicant must go back to the Conservation Commission for a recommendation on the Conditional Use Permit.

Engineering Comments:

- Better grading and drainage plan
- More detail lights, include existing lights
- Retaining wall detail
- How do people walk from upper to lower level?
- Update the drainage report
- Include a typical of the parking lot cross section
- Dimensions
- Erosion control

Police Department Comments:

- Notwithstanding the limited additional trip count with this parking lot expansion, requesting that applicant review what it would entail to relocate the stop bar for the Sixth Street NB left turn at intersection of Education Way to reduce peak traffic conflicts with large trucks exiting Education Way and Venture Drive. Would it require re-embedding of the sensor loop, etc? If the process is minimal, request that applicant make the adjustment and revision to the intersection plan.

Fire/Inspections Comments: None

- Reflect guardrail on plan and provide a structural plan for the retaining wall for engineering approval.

Economic Development Comments:

- What is the height differential of the surface above and below the retaining wall and from the wetlands to the new impervious surface?
- Any walking access from the new section across the lot to the building, or only the walkway next to Education Way?